

# HR Profile

HEWETT RECRUITMENT - SETTING THE STANDARD FOR THE FUTURE

## An executive decision

**THE EXECUTIVE SEARCH AND SELECTION arm of Hewett Recruitment is about to get a makeover!**

This new re-branding reflects the success of this service, which for the last three years has been identifying talented senior management and executive personnel for businesses across Worcestershire and beyond.

### What our clients say

"Hewett Recruitment, through Elaine Jacobs, did a first class job for me recently in finding a Managing Director for one of my clients. Both their understanding of the requirement and their client communication were spot on. They presented only credible candidates and, in fact, the first person interviewed proved to be ideal and is now installed in the job. I would recommend the Agency wholeheartedly to anyone seeking executive staff."  
**Graham Perry, for Webb Display Services**

"Hewett's is not just a recruitment agency, they don't just stick any old person in and hope for the best - they come to see you, talk about the position, the tasks involved, the team that is already in existence, the work of the business/charity and our thoughts on 'our' ideal candidate. Then they match - it's a bit like dating!  
**Eve Martin, Deputy Chief Executive, Leukaemia CARE**

"Hewett Recruitment has provided an exceptional service, a blend of good local support and strong core competence. The candidates that we have reviewed have been of a consistently high quality, which I believe shows excellent selection and placement skills and good attention to detail regarding the requirements of the client."  
**Noor Ali, Sales & Marketing Manager, CryoService Ltd**

Elaine Jacobs who heads the Executive team, believes the answer to finding the best candidates, or the best 'fit' is down to a deep understanding of a client's needs and culture. "Once we have a good knowledge of the organisation, we create a detailed picture of the type of person: the potential qualities and chemistry that will help us and our research team identify the right individuals for each specific role," she explains.

"The results speak for themselves," adds Louise Hewett. "Competition for top talent is hot! We enjoy finding those individuals needed to drive businesses forward."

**For further information on Hewett Executive, please contact Elaine Jacobs on [elaine@hewett-recruitment.co.uk](mailto:elaine@hewett-recruitment.co.uk)**

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# Going green - checklist for change

**MUCH OF THE 'GREEN' ADVICE we hear seems focused on saving energy in the home. We may be getting better at switching the TV off standby, investing in low energy light bulbs, recycling our waste and insulating our homes. But what about the office? Many of us spend at least a third of our lives at work, so are we maintaining these good habits in the workplace, asks Louise Hewett.**

The environment featured strongly at the annual IoD Conference at the Royal Albert Hall that I attended recently with colleague Ian Smith from Rabjohns. Apart from an impressive live satellite broadcast from the Arctic Circle, in which explorer Jan McNeill explained how the Arctic Ice was melting at an alarming rate, the ensuing debate inspired us to look at taking further practical steps towards adopting environmental best practice in the workplace.

There are acres of facts and figures flying around detailing how many carbon emissions we produce, what our annual energy spend is and how much we waste. According to the Carbon Trust, with just a few energy saving measures, firms could shave up to a fifth off their average energy bill. Experts say much can be done from the top down – involving every

employee, but where do we begin? We could start by encouraging every employee on every floor to switch off their computer and phone charger when not in use - but this is just part of the picture and how do we sustain it?

Ian and I felt that we need a strategy involving a simple 'check list for change' to 'green our offices'. As employers, we need to look at new purchases, i.e. flat screens are more energy efficient, recycle old unwanted office furniture, use mugs instead of plastic cups, and cut down on the use of paper using emails. But there is so much more to consider.

We need to educate our teams and get them involved, perhaps begin with themed days to build awareness - walk/cycle/train/bus to work instead of driving etc. Our priority is to make any new policy guidelines simple and easy to implement and accessible for local

business to use as a template, formulated from all the strands of information currently available. As Ian said, "SME's leading the way... as ever!" Work in progress!



## Plan ahead for the best temp cover

**THE SECRET IS in the planning! At this time of year, the holiday season is upon us and many companies regularly turn to Hewett Recruitment for holiday cover to ease the strain over this busy time.**

In order to ensure that clients get the best possible people for each position, Hewett Recruitment's advice is to plan ahead and book early. "We are experts at achieving the impossible, and finding great candidates at the last minute," laughs Teresa Wynn, Worcester office Branch Manager who handles temporary commercial staff. "But over the holiday period, our

recommendation is that to avoid last minute panics for their cover, clients speak to us early with their holiday schedules. That means that we can guarantee them the very best person for them for each role. Our temps include anything from general administration, accounts, customer service, reception, secretarial and PA's as well as graphic design, marketing, specific technical skills and interim managers for special projects, so invariably we have someone to meet a client's needs, and if we can book ahead, we can ensure that the right candidate is pre-selected for them," she adds.

**For more information on temporary commercial staff and to book your cover, please call Teresa now on 01905 613413 or Amanda on 01562 69090.**



YOU CAN'T DISGUISE THE FACTS

# Winning PA's celebrate Awards



*Ian Arundale and Louise Hewett congratulate Alison Simpson (centre)*

**POSH FROCKS AND BLACK TIES** were taken out of the wardrobe, as **glitz and glamour** came to **Worcester**. **Thursday 7 June** was the **big day** and in the **early evening** guests from **both the business and local community** across **Worcestershire** joined **finalists and their managers, colleagues and families** at a **sparkling champagne reception** at **Worcester's Guildhall**. **Everyone gathered** to attend the **much anticipated awards ceremony** for the **Worcestershire PA/Secretary of the Year** hosted by **Hewett Recruitment**.

Alison Simpson of West Mercia Constabulary was named the overall winner of the title Worcestershire Secretary/PA of the Year, with Joanne Gould from Elysia and Christine McInerney from The Carpet Foundation as worthy runners up. Described by her manager Deputy Chief Constable Ian Arundale, as a "stunning candidate for this award" and as offering "exceptional personal and professional skills and abilities," Alison was the clear overall winner.

"We interviewed all the shortlisted finalists in person," explains Hewett Recruitment Director Jane Reed. "Each individual was impressive, but our winner Alison and two runners up Jo

anne and Christine bowled us over with their approach and dynamism. Meeting these women was inspirational and humbling," she added.

Receiving her award with clear shock, delight and a degree of modesty, Alison was presented with her prize, a covetable, luxury spa break at Malmaison in Birmingham. "I am very happy to win tonight," smiled Alison. "Doing my job to the best of my ability in a professional and capable way is so important to me," she explains. "It is good to be recognised, on behalf of all the senior PA's here at West Mercia, for the vital role we play in supporting the Chief Officer team."

Ian Arundale was proud to celebrate Alison's award with her: "She always makes a positive impact and her dedication and commitment to deliver a top class service permeates all that Alison does," he says.



*L-R Mike Hardiman, Jim Findlay, Mark Lathwood, Malcolm Plant, Nigel Chambers*

## Finalists

Alison Simpson  
- West Mercia Constabulary

Joanne Gould  
- Elysia

Christine McInerney  
- The Carpet Foundation

Mary Banks  
- Kendall Wadley

Joan Gwynne  
- Worcester College of Technology

Clare Scott-Precious  
- UPH

Kathryn Ray  
- Top Banana

Thanks to Terry Turnbull from Entertrain who produced the event.



*Winner Alison Simpson with guests*



*Awards finalists line up*



*Brian and Ann Hill, finalist Elysia's Joanne Gould and Sebastian Parsons*

# Di has the WoW factor

**DIANE HALL-SMITH** has been shortlisted for this year's WoW (Women of Worcestershire) awards in the Employee of the Year category.

Diane, who has worked for Hewett Recruitment for 25 years, has been chosen as one of three finalists in this category and will learn if she is the overall winner in the Women of Worcestershire gala lunch in Worcester on 12 July.

The WoW awards run by St Richard's Hospice aim to recognise and celebrate the talents of Worcestershire women over four categories:

Employee of the Year, Business Women of the Year, Volunteer and Achievement.

Heading up Hewett Recruitment's thriving industrial division, Diane, with the help of her assistant, runs a team of over 250 temporary staff every week. "I love my job, it gives me a huge buzz and no day is ever the same," Diane enthuses. "I love it when clients tell me how happy they are with the service we give. I get great satisfaction finding work for people - they often get offered permanent jobs from the temping roles we find for them and I consider that a measure of our success."

Everyone at Hewett Recruitment wishes Diane the very best of luck on 12 July.



*Diane Hall-Smith*

## Laying the foundations



*Guests enjoy the launch*

**THE WORCESTERSHIRE Community Foundation, a charity which helps local people to raise money for their own community, was launched on 21 March with a champagne reception hosted by Lady Morrison at Madresfield Court near Worcester.**

The evening, hosted by Lady Morrison and the Community Foundation committee saw guests from across Worcestershire raise over £10,000. This local Worcestershire charity is now part of the network of regional Community Foundations across the UK, which have been established for almost 20 years and are highly successful in obtaining

funds from either philanthropic donations, bequests, or from Government initiatives, the Lottery and other such strands. The Community Foundation then ensures that donations are made to worthwhile causes and local charities within its relevant county, and that the donation is used for the purposes of the application.

"They enable donors to see that their generosity has made a visible and lasting difference to a variety of local charities and projects," said Sir John Weston, Honorary President of the Community Foundation Network and guest speaker. Louise Hewett, a trustee of the Worcestershire Community Foundation added: "The evening was a great success. We have been delighted with the money raised so far and the promises of support from the community. This will enable us to secure Government funding streams that might not otherwise have been available to the local community."

For further information on the Worcestershire Community Foundation, and how to get involved, please contact Louise Hewett at Hewett Recruitment on [louise@hewett-recruitment.co.uk](mailto:louise@hewett-recruitment.co.uk)

## A little boy for Kate

**WORCESTER OFFICE'S** Kate Turnbull has some very happy news to share - she and husband Terry are proud parents to Oliver, born on 11 March. Congratulations to Kate, Terry and Oliver from all Kate's colleagues.

## Chamber Patron

A FIRM ADVOCATE of the regional Chambers of Commerce in developing SME's, Hewett Recruitment has always been a proud member of the Herefordshire and Worcestershire Chamber. Taking this one step further by becoming a Chamber Patron earlier this year, was therefore a logical progression for Hewetts.

"The Chamber is a vital tool for business," says Louise Hewett. "It helps the regional business community in so many ways, from advice and training to funding and networking. I certainly acknowledge the positive role the Chamber has to play for myself and my client companies," she adds.

## Click on us

Our new website is being launched later in the year, so add it to your

'favourites' and keep an eye out for a new look, new features, including information on Hewett Executive and a general upgrade that we think is world wide worthy!

## Contact us-

for recognisably better service

**HR HEWETT RECRUITMENT**

Click on [www.hewett-recruitment.co.uk](http://www.hewett-recruitment.co.uk) now for details of current vacancies and all our news and updates

Email: [louise@hewett-recruitment.co.uk](mailto:louise@hewett-recruitment.co.uk)

Call us now, or drop by

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